

## *Job Impact Statement* (SAPA §201-a)

---

### **INSTRUCTIONS: Please read before submitting an analysis.**

An acceptable Job Impact Statement (JIS) consists of the following item headings and the explanatory information provided by the agency. The full text, including item headings must be typed in scannable format as described in the Department of State’s *Register* procedures manual, *Rule Making in New York*. The *italicized* text shown in parentheses following each item heading is instructional only, and should not appear in the final statement. If the submission is a revised or consolidated job impact statement, be sure to use the word “Revised” or “Consolidated” with the title as applicable.

When information is insufficient to determine whether a rule will have a substantial adverse impact on jobs or employment opportunities, or to prepare a JIS, submit a “Job Impact Statement/Request for Assistance” indicating the information the agency needs to complete a JIS and requesting the assistance of other state agencies and the public in obtaining such information. If sufficient information is still not available following the comment period, the agency may adopt the rule. However, in this situation while preparing the notice of adoption or amended notice of adoption, submit a Revised JIS which includes information on the measures your agency took to evaluate the potential impact of the rule on jobs and employment opportunities. If a JIS or related statement exceeds 2,000 words, submit a summary, so labeled, **and post the full text on your agency’s website no later than date of publication of the notice in the Register.**

---

### Job Impact Statement

1. **Nature of impact:** *(Describe the nature of the impact the rule will have on jobs and employment opportunities.)*
2. **Categories and numbers affected:** *(Describe the categories of jobs or employment opportunities affected by the rule and approximate numbers of jobs or employment opportunities affected in each category.)*
3. **Regions of adverse impact:** *(List the regions of the state where the rule would have a disproportionate adverse impact on jobs or employment opportunities.)*
4. **Minimizing adverse impact:** *(Explain the measures the agency has taken to minimize any unnecessary adverse impacts on existing jobs and to promote the development of new employment opportunities.)*
5. **(IF APPLICABLE) Self-employment opportunities:** *(When a rule would have a measurable impact on opportunities for self-employment, include a discussion of such impact.)*
6. **(IF APPLICABLE) Initial review of the rule, pursuant to SAPA §207 as amended by L. 2012, ch. 462:** *(When proposing that the initial review of this rule shall occur later than in the third year after the year in which the rule is adopted: specify the proposed initial review period, which shall be no later than in the fifth calendar year after the year in which the rule is adopted; provide justification for such proposed initial review period; and invite public comment thereon.)*